

CONNECTICUT STATE DEPARTMENT OF EDUCATION  
BUREAU OF ADULT EDUCATION AND NUTRITION PROGRAMS  
25 INDUSTRIAL PARK ROAD  
MIDDLETOWN, CONNECTICUT 06457-1543

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TO: Child and Adult Care Food Program (CACFP) Sponsors  
Child Care Centers

FROM: Maureen B. Staggenborg, Acting Bureau Chief  
Bureau of Adult Education and Nutrition Programs

DATE: June 27, 2003

SUBJECT: Operational Memorandum #09C-03  
**CACFP Annual Training Session**

The CACFP Annual Training will be held in two separate locations this year to facilitate attendance. In addition to Program updates, the training will include a session designed specifically for cooks, cook assistants and other food preparation staff. The agenda is enclosed. Details concerning date, time and place are as follows:

**Date, Time & Place**

**August 5, 2003, 9:00 – 1:00 pm**  
Lumsden Conference Center  
Community Renewal Team  
555 Windsor Street  
Hartford, CT 06120

**OR**

**August 7, 2003, 9:00 – 1:00 pm**  
Thomas E. Carroll Nutrition Center  
Bridgeport BOE Food & Nutrition Services  
113 Federal Street  
Bridgeport, CT 06606

*A box lunch will be available at both locations at a reasonable cost to attendees.*

Attendance at the August 5 or 7 meeting is **mandatory** for all sponsors except those who were in attendance at the October 1, 2002 CACFP Annual Meeting, which was held at the CT Department of Transportation for sponsors being reviewed this year.

If there are any questions about this information, contact Susan Boyle at 860-807-2074, Susan Bransfield at 860-807-2076 or Benedict Onye at 860-807-2080.